

## SCBGP-FB CHECKLIST

**☐ Eleven original printed copies and one electronic copy on CD**

(Adobe file for application cover sheet, Microsoft Word 97-2003 or 2007 file for the project proposal and budget narrative and Microsoft Excel 97-2003 or 2007 file for the budget) of application packet. **Only the original application must have an original signature.** The printed copy should be on white paper and fastened with a staple in the upper left-hand corner. Each copy should include the following:

- ☐ **Eligible Specialty Crop** (The commodity deriving benefit from the grant is eligible under the USDA-AMS “Definition of Specialty Crops”.)
- ☐ **Signed Application Cover Sheet** (Not more than one page. Only the original application must have an original signature.)
- ☐ **Project Proposal** (Not more than three pages), which includes the following (See page 10 of grant manual):
  - ☐ Abstract
  - ☐ Project Purpose
  - ☐ Potential Impact
  - ☐ Expected Measurable Outcomes
  - ☐ Work Plan/Timeline
  - ☐ Project Oversight
  - ☐ Project Commitment
- ☐ **Financial Feasibility (Budget) and Budget Narrative** (Not more than two pages)

**COMPLETED APPLICATION DUE TO THE ARIZONA  
DEPARTMENT OF AGRICULTURE BY  
5:00 PM ON MARCH 21, 2011**